



RTK  
699



### Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary. You have 15 business days to appeal after a request is denied or deemed denied.

Attn: Abby Gibb

SUBMITTED TO AGENCY NAME: Springettsbury Township abby.gibb@springettsbury.com (Attn: AORO)

Date of Request: 08/11/2020 Submitted via:  Email  U.S. Mail  Fax  In Person

**PERSON MAKING REQUEST:**

Name: Mairead Burke Company (if applicable): \_\_\_\_\_

Mailing Address: P.O. Box 8313

City: Silver Spring State: MD Zip: 20901 Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: 512-842-7098

How do you prefer to be contacted if the agency has questions?  Telephone  Email  U.S. Mail

**RECORDS REQUESTED:** *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary. RTKL requests should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law.*

I am requesting any and all records related to a \_\_\_\_\_ incident that occurred at Central York High School. Springettsbury Township Police responded to the incident and arrested \_\_\_\_\_ (DOB: \_\_\_\_\_)

**DO YOU WANT COPIES?**  Yes, electronic copies preferred if available  
 Yes, printed copies preferred  
 No, in-person inspection of records preferred (*may request copies later*)

Do you want certified copies?  Yes (*may be subject to additional costs*)  No  
*RTKL requests may require payment or prepayment of fees. See the Official RTKL Fee Schedule for more details.*

Please notify me if fees associated with this request will be more than  \$100 (or)  \$\_\_\_\_\_.

**ITEMS BELOW THIS LINE FOR AGENCY USE ONLY**

Tracking: RTK- 699 Date Received: 8/11/2020 Response Due (5 bus. days): 8/18/2020

30-Day Ext.?  Yes  No (If Yes, Final Due Date: 9/17/2020) Actual Response Date: \_\_\_\_\_

Request was:  Granted  Partially Granted & Denied  Denied Cost to Requester: \$\_\_\_\_\_

Appropriate third parties notified and given an opportunity to object to the release of requested records.



CREST OF SPRINGETTSBURY  
INCORPORATED 1891

## SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road  
York, Pennsylvania 17402  
717-757-3521 Fax: 717-757-7856  
www.springettsbury.com  
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908  
Police and Fire Emergencies - Dial 911  
Recreation Office: 717-505-0406

Wastewater Treatment Facility  
3501 North Sherman Street  
717-757-3521 Fax: 717-840-0680

### BOARD OF SUPERVISORS

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August 13, 2020

Mairead Burke  
Burke Mitigation  
P.O. Box 8313  
Silver Spring, MD 20901

Re: **RIGHT-TO-KNOW REQUEST – Central York High School Incident**

Dear Ms. Burke,

Thank you for writing to Springettsbury Township with your request for  
“...Any and all records related to a [REDACTED] incident that occurred at Central York High School,  
Springettsbury Township Police responded to the incident and arrested [REDACTED].”

The Township has reviewed its files and the requested records are denied per Right to Know Law  
*Section 306. Nature of document: Nothing in this act shall supersede or modify the public or  
nonpublic nature of a record or document established in Federal or State law, regulation or  
judicial order or decree.*

The records requested are protected by section 6308(b) of the Pennsylvania Juvenile Act which  
supersedes the Right to Know Law.

You have a right to appeal denial of the above information in writing to Erik Arneson, Executive  
Director, Office of Open Records, 333 Market Street, 16<sup>th</sup> Floor, Harrisburg, PA 17101-2234.

If you choose to file an appeal, you must do so within fifteen (15) business days of the mailing date  
of the agency's response, as outlined in Right to Know Law Act 3 of 2008, Section 1101.

Please be advised that this correspondence will serve to close this record with our office as  
permitted by law.

If you have any questions, please do not hesitate to contact me or the Springettsbury Police  
Department, 717-757-3525.

Thank you,



Abegale Gibb

Right to Know Officer

File: Right-to-Know 699